

DEPARTMENT OF THE INTERIOR

Bureau of Indian Affairs, Trust Services, Tribal Resilience Program

Program to Support Tribal Resilience and Ocean and Coastal Management and Planning

AGENCY: Bureau of Indian Affairs

ACTION: Solicitation of Proposals

ELIGIBILITY: Eligibility is limited to federally recognized tribes listed in the current Federal Register Notice of Indian Entities Recognized and Eligible to Receive Services from the United States Bureau of Indian Affairs, which is the official listing of all federally recognized tribes in the U.S. pursuant to Section 104 under the Federally Recognized Indian Tribe List Act of 1994 (Pub. L. 103-454; 108 Stat. 4791-4792). The most recent Notice was published in the Federal Register, 81, FR 5019 (January 30, 2018), Tribal organizations and other entities may participate as sub-grantees to federally recognized Tribes.

SUMMARY: The Secretary of the Interior (Secretary), through the Office of Trust Services, Tribal Resilience Program (Program) hereby solicits proposals from federally recognized tribes to receive grants that support resilience and ocean and coastal management and planning. This program supports tribes preparing for extreme events and harmful environmental trends that impact tribal treaty and trust resources, economies, infrastructure, and human health and safety. The Program will provide funding for tribal projects that support tribal resilience and ocean and coastal management planning as tribes incorporate science (including Traditional Knowledge) and technical information to prepare for the impacts of extreme events and harmful environmental trends.

This solicitation contains guidelines and instructions for writing and submitting a proposal. BIA will use a competitive evaluation process based on criteria as stated in **Section E. Categories of Funding, Review Criteria and Evaluation** of this notice to select projects for funding. If there are questions, please refer to the paragraph below on how to contact the BIA Tribal Resilience staff for assistance.

AUTHORITIES: 25 U.S.C Sec. 2; and the Snyder Act, 25 U.S.C Sec. 13 as amended; and Public Law 115-31, The Consolidated Appropriations Act of 2017.

DATES TO SUBMIT APPLICATION: Grant application packages must be submitted to the BIA Tribal Resilience Program Office no later than **5:00 pm Eastern Daylight Time, July 2, 2018**. The Awarding Official will not consider proposals received after this date. BIA will send notification of receipt electronically, or to the return address on the application package. If the application package is submitted a week prior to the deadline, BIA will include a determination of whether or not the package is complete.

ADDRESSES TO SUBMIT APPLICATION: The preferred method of submitting proposals is

by email to resilience.funding@bia.gov, Attention: Jo Ann Metcalfe. Proposals can also be mailed to Jo Ann Metcalfe at Central Office Acquisitions, 12220 Sunrise Valley Dr., Reston, VA 20191 but must be received by the deadline established in the **DATES** section. For more information on submission format, see **D. Submission of Application in Digital Format**

FOR FURTHER INFORMATION: If you have questions about the BIA's Tribal Resilience Program, please contact Rachael Novak, (202) 219-1652 or rachael.novak@bia.gov. If you have questions regarding the application process, please contact Jo Ann Metcalfe, jo.metcalfe@bia.gov (703) 390-6410. Additional Program information is available online at the BIA's Tribal Resilience Program website: <https://www.bia.gov/bia/ots/tribal-resilience-program>.

CATEGORIES OF AVAILABLE FUNDING

There are six total award categories.

Adaptation Planning (Categories 1-3)

- Category 1. Trainings and Workshops (maximum: \$150,000)
- Category 2. Adaptation Planning (maximum: \$150,000)
- Category 3. Travel Support for Adaptation Planning (maximum: \$15,000)

Ocean and Coastal Management Planning (Categories 4-5)

- Category 4. Ocean and Coastal Management Planning: (\$150,000)
- Category 5. Travel Support - Ocean & Coastal: (\$15,000)

Capacity Building (Category 6)

- Category 6. Capacity Building: (maximum: \$50,000)

See E. Categories of Funding, Review Criteria and Evaluation for more detail regarding elements and criteria for all six categories of funding.

Funding Limitations: Because funding is limited, awards shall not exceed \$150,000 for any one proposal for Categories 1-2 and 4 (training, planning, ocean and coastal management), \$15,000 for any one proposal in Category 3 and 5 (travel), and \$50,000 for any one proposal in Category 6 (capacity building support for scoping efforts). There is no grant award minimum. Applicants are not guaranteed to be funded at the requested amount. There is a limit of one award per category per tribe, not to exceed two awards per tribe (Categories 3 and 5, Travel Awards- do not count toward this maximum). Projects that include matching funds, in-kind contributions, or partnerships may score higher in the ranking process.

PROPOSAL APPLICATION GUIDELINES:

- A. Background
- B. Items to Consider Before Preparing and Application
- C. How to Prepare an Application for Funding- Mandatory Components
- D. Submission of Application in Digital Format
- E. Categories of Funding, Review Criteria and Evaluation
- F. Transfer of Funding and Transfer of Funds

- G. Reporting Requirements for Award Recipients
- H. Requests for Technical Information

A. Background:

The Bureau of Indian Affairs (BIA) announces funding for awards to support tribal resilience and ocean and coastal management and planning. Awards will be made to projects that address vulnerability to extreme events and harmful environmental trends through development of regionally focused or topically focused training, adaptation planning and data development, and travel to access training and attend technical workshops to build skills and capacity. Applications should describe how proposed projects will incorporate science (including Traditional Knowledge) and technical information to address vulnerability to extreme events and harmful environmental trends. Awards will also support projects that ensure tribal participation in ocean and coastal (including the Great Lakes) cooperative planning and projects for resource health, resiliency, community safety, and economic security for present and future generations.

B. Items to Consider Before Preparing an Application

Funding Limitations: Awards are subject to available funding. The Tribal Resilience Program is funded through annual appropriations by Congress. There is no assurance that it will be funded in subsequent years and proposals should be for single-year funded projects. If a project has not been completed by the end of the year due to extenuating circumstances, the tribe shall submit a written request for a no-cost extension, with an explanation for non-completion, **in order to maintain a good standing status for the purposes of future funding requests.** Any award under this announcement does not guarantee future funding of any kind, including future Tribal Resilience announcements. The Program is aware that improving resilience and preparedness is a long-term effort.

C. How to Prepare an Application for Funding

A complete application must contain each of the following mandatory components described in detail below:

1. Cover page (Mandatory Component 1);
2. Cover letter with signature summarizing interest and leadership support (Mandatory Component 2);
3. A proposal describing the proposed project and associated activities (Mandatory Component 3);
4. A detailed budget estimate (Mandatory Component 4).

An application that does not contain all of these mandatory components will be considered incomplete and returned to the tribe with an explanation. An applicant whose application package is returned for this reason will be allowed to address the missing components and resubmit its application for consideration, provided all issues are resolved and the complete application is resubmitted before the deadline listed under **DATES** above.

1. Mandatory Component 1: Cover page

Include the following information in the cover page. The **attached blank cover page** should be used when at all possible. This fillable PDF cover sheet is also available on the BIA TRP homepage: <https://www.bia.gov/bia/ots/tribal-resilience-program>, specifically here: <https://www.bia.gov/sites/bia.gov/files/assets/bia/webteam/pdf/CoverSheetForFY17Proposals.pdf>

f. The information in this cover page includes:

- a) The full name, address and telephone number of the Indian tribe proposing the grant
- b) The full name(s) of the Indian tribe(s) with which the tribe is affiliated
- c) The full name(s) of the Indian tribe(s) proposed to be served
- d) The name, title, and signature of the authorized representative of the Indian tribe submitting the application
- e) The date of submission of the application
- f) DUNS number. See information below on registering for a DUNS number if the tribe does not yet have one.
- g) The tribe must be currently registered in the System for Award Management (SAM). See more information below to register in SAM.

Federal law mandates that all entities applying for Federal financial assistance must have a valid Dun & Bradstreet Data Universal Number System (DUNS) number and have a current registration in the System for Award Management (SAM).

DUNS Registration: Request a DUNS number online at <http://fedgov.dnb.com/webform>. U.S.-based entities may also request a DUNS number by telephone by calling the Dun & Bradstreet Government Customer Response Center, Monday – Friday, 7 AM to 8 PM CST at the following numbers:
U.S. and U.S Virgin Islands: 1-866-705-5711
Alaska and Puerto Rico: 1-800-234-3867 (Select Option 2, then Option 1)
For Hearing Impaired Customers Only call: 1-877-807-1679 (TTY Line)
Once assigned a DUNS number, entities are responsible for maintaining up-to-date information with Dun & Bradstreet.

Entity Registration in SAM: Registration in System for Award Management (SAM) is required and online at <http://www.sam.gov/>. Once registered in SAM, entities must renew and revalidate their SAM registration at least every 12 months from the date previously registered. Entities are strongly urged to revalidate their registration as often as needed to ensure that their information is up to date and in sync with changes that may have been made to DUNS and IRS information. For SAM assistance, call: 1-866-606-8220. If the tribe's SAM registration name is not exactly the same as the legal name on BIA's list, the tribe should contact their local Procurement Technical Assistance Center (PTAC) as soon as possible. Changing a name can take several weeks. Find your local PTAC at <http://www.dla.mil/HQ/SmallBusiness/PTAC.aspx>. Alaska tribes may also call 1-800-478-7232.

Excluded Entities: Tribal applicant entities identified in the [SAM.gov](http://www.sam.gov) Exclusions database as ineligible, prohibited/restricted or excluded from receiving Federal awards, certain subawards, and certain Federal assistance and benefits, will not be considered for Federal funding, as applicable to the funding being requested under this Federal program.

ASAP Enrollment: Automated Standard Application for Payments (ASAP) enrollment

can occur after award. The Grants Officer will work with awarded Indian tribe to enroll after selections are made.

2. Mandatory Component 2: Cover letter with signature summarizing interest and leadership support

Provide a cover letter not to exceed one page, summarizing interest and intent, with signature of tribal leadership (e.g., tribal department director, tribal council official, tribal chairperson). Tribal resolutions are not necessary but will be accepted as support, though a cover letter is still required. If a currently effective authorizing resolution covering the scope of an initial proposal has already been provided to the agency receiving the proposal, please provide a reference to that resolution.

3. Mandatory Component 2: A proposal describing the proposed project and associated activities

Include a clear and brief (**not more than 6 pages**) statement of the programs, functions, services, or activities that the tribe proposes to perform. Visual materials including charts, graphs, maps, photographs, and other graphics are included in the 6 page limit. Include:

- a) A brief executive summary that highlights how the proposal effectively meets the review criteria.
- b) A description of the geographical service area, if applicable, to be served and background information describing challenges tribe is facing from extreme events and harmful environmental trends.
- c) The estimated number of Indian people who will receive the benefits or services under the proposed grant.
- d) An identification of any local, Area, regional, or national level departmental programs, functions, services, or activities involved, including administrative functions.
- e) A description of the proposed project or activity, outcomes and/or deliverables and how they will benefit the Indian tribe(s), proposed timeline;
- f) An identification of the program reports, data and financial reports that the Indian tribe will provide, including their frequency. See **Reporting** section for reporting requirements.
- g) Minimum staff qualifications proposed by the Indian tribe if any; and
- h) Any partners providing funds or in-kind services must be listed in the proposal with a letter of support or commitment from each. These letters may be included in an appendix and do not count against the 6 page proposal limit.

Note: proposal applications should not exceed 6 pages in length. Budget, letters of support, and other supplemental materials such as descriptions of previous related work and/or other relevant information may be included in an appendix and do not count against the 6 page proposal limit.

4. Mandatory Component 3: A detailed budget estimate

The amount of funds requested with a budget table and a budget narrative and related documents, including:

- a) An identification of the funds requested by programs, functions, services, or activities, including the Indian tribe share of funds related to such programs, functions, services, or activities, if any, from any Departmental local, area, regional, or national level. Overall project costs may exceed the amount of the BIA contribution through matching funds from the Tribe or other sources.
- b) An identification of funds the Indian tribe requests to recover for indirect support costs. This funding request must include either:
 - a. A copy of the most recent negotiated indirect cost rate agreement; or
 - b. An estimated amount requested for indirect costs, pending timely establishment of a rate or negotiation of administrative overhead costs.
- c) At the option of the Indian tribe, an identification of programs, functions, services, or activities specified in the proposal which will be funded from sources other than the Secretary.
 - a. The proposed starting date and term of the grant.
- d) Helpful Tips: Budget tables with a column for the BIA requested share of the total project, and a column with in-kind or matching funds are preferred. Highlight leveraged funds, in-kind, partner contributions, or other funding (including other federal).
- e) Ensure that the Total Requested sum in the budget table copied to the recommended cover sheet is below the maximum for the Category sought and only includes the requested funds.

Disallowed Costs:

Elements or activities that cannot be funded include:

- a) Establishing or operating a Tribal office and/or purchase of office equipment not specific to the proposed project;
- b) Supplementing employment for current positions not significantly and directly involved in the proposed project;
- c) International travel;
- d) Legal fees;
- e) Application fees associated with permitting;
- f) Contracted negotiation fees;
- g) Fringe benefits of positions not significantly and directly involved in the proposed project;
- h) Non-negotiated indirects; and
- i) Any other activities not authorized by the tribal award letter.

Note: Any information in the possession of the BIA or submitted to the BIA throughout the process, including final work product, constitute government records and may be subject to the disclosure to third parties under the Freedom of Information Act (FOIA), 5 U.S.C. 552, and the Department of the Interior's FOIA regulations at 43 CFR part 2, unless a FOIA exemption or exception applies or other provisions of law protect the information.

Partnerships: A recipient may include partnership letters of support, though not mandatory.

D. Submission of Application in Digital Format

Submission of entire application in digital form is preferred. Unless specifically approved in advance by the Grants Officer, applicants should break down the application submission into separate files by its 4 Mandatory Component: cover sheet, cover letter, project proposal/description, and estimated budget. Appendices of additional information are optional. An applicant unable to submit electronically may copy files to a compact disc or other readily accessible electronic storage format such as a USB and mail it. Acceptable formats are Adobe Acrobat PDF, Microsoft Word, and Excel. The budget should be in table format in either Microsoft Excel (preferable) or Microsoft Word tables. Please use descriptive file names to help BIA quickly locate specific components of the application. Documents that require an original signature such as cover letter can be scanned and submitted electronically.

E. Categories of Funding, Review Criteria and Evaluation

Applications will be evaluated for responsiveness to Tribal Resilience components under each funding category. Review criteria for each category are identified below.

Review Criteria

The overarching goal of BIA Tribal Resilience is to build resilience at the project level through leadership engagement, delivery of data and tools, training, and tribal capacity building. The funds announced in this notice support tribes, in their planning efforts to address resilience through tribally designed training, adaptation planning, vulnerability assessments, supplemental monitoring and capacity building. The ocean and coastal management supports planning, science and tool development, and capacity building for coastal tribes' ocean management (including the Great Lakes).

The following sections outline the review criteria and scoring for each funding category. All proposals will be evaluated for their responsiveness to the criteria.

Resilience and Adaptation Planning Description and Components (Categories 1-3)

Category 1. Trainings & Workshops (maximum: \$150,000)

Category 1 awards support tribes to design and host tribal training(s) or workshop(s) that will assist tribal leaders, program coordinators, planners, and managers in developing the skills necessary to address extreme events and harmful environmental trends by developing tribal adaptation plans, or management options, through in-person and webinar trainings and workshops. The following components must be addressed within the proposal:

- Capacity to design and deliver regionally or topically-focused training/workshops, including previous experience in adaptation planning/training/science of extreme events and harmful environmental trends/tribal training of partners or presenters.
- Identification of how science will be incorporated to identify best practices to manage resources and adapt to changes in the environment (science can include Traditional Knowledge).
- Identification and short description of a tribal-educational partnership (for example,

educational partner experience in adult education training and/or workshop design and delivery).

- Presenters' experience in adult education and/or subject-matter experience and capacity, including resilience building experience, technical ability or other relevant factors.
- Method of delivery (in-person instruction, webinar, facilitated instruction, including remote delivery ability, including recorded sessions, or webinars).
- Training design, which may include:
 - o Tribal case studies of tribal adaptation planning,
 - o Adult learning techniques to be employed,
 - o Best practices appropriate to the subject,
 - o Example documentation or templates.
- Proposals are encourage to include online / on-demand reporting, proceedings, presentations, and / or recordings to permit Tribes who cannot attend in person to benefit
- Proposals are encouraged to include a list of attendees by tribe and tribal group to support national program reporting metrics

Category 2. Adaptation Planning (including Data Development) (maximum: \$150,000)

Category 2 awards are designed to support tribal governments in the development of adaptation plans, vulnerability assessments, and development of data analysis efforts (including supplementary monitoring) to address extreme events and harmful environmental trends that impact tribal treaty and trust resources, economies, infrastructure, and human health and welfare. Funding must not be used for existing routine monitoring programs.

Community outreach to elders and community members throughout the planning process may help incorporate cultural values and capture key insights to better integrate Traditional Knowledges to more effectively plan assessment strategies and prioritize adaptation options. Supplemental points provide higher ranking for adaptation planning efforts that increase tribal capacity and / or focus on regional planning or those that serve multiple tribes to stretch limited funding. The following criteria must be addressed within the proposal:

- Description of the project design and implementation plan that includes:
 - o Geographic location to be covered by the plan or assessment.
 - o Treatment/subject area (for example, square miles, etc.).
 - o Planning strategy that includes objectives, milestones, expected outcome(s) and measurements of success.
 - o Project timeline.
 - o Project deliverables including adaptation plan or vulnerability assessment document, etc. and methods by which these products may be shared with the broader Tribal community
 - o Maps:
 - For vulnerability assessments, and/or
 - When subject area includes more than one reservation.
 - Note: maps may be an approximation in the case that resource location is considered sensitive information.

- o Expected tribal benefits from the project, or next steps in the process of mainstreaming considerations into tribal program management.
- Clear description of the tribal capacity building features of the proposal such as training to be attended and technical support skills gained by tribal staff during the planning process. If the proposal builds tribal capacity to address future adaptation management planning, data analysis, or implementation, these capacity building efforts should be identified. Note: Skills gained by contractors do not contribute to tribal capacity building.
- Explanation of how science will be incorporated into the strategic planning effort and how this effort will enable tribal program managers to prioritize, make progress on tribal goals and objectives, and incorporate resilience and adaptation into more detailed program level management plans.
- Identification of all tribe(s) and tribal program(s) that will benefit. Proposals that serve multiple tribes or contribute to multiple tribal programs or communities within a tribe result in the broadest range of benefits. Examples include:
 - o Strategic adaptation framework resulting in plans for multiple tribal governments (tribal resolutions from all tribes are required); or
 - o High level adaptation plans for a tribe covering all tribal programs, or tribal government functions; or
 - o Vulnerability assessment(s) that serves multiple tribes (e.g., vulnerability assessment by a tribal consortium, ecosystem wide vulnerability assessment for natural resource(s) that can be used by multiple tribes for: adaptation planning; adaptation elements of ocean or coastal planning; or is the foundation of a program-wide training package for tribal program managers).
 - o Dataset development for use in resilient decision-making for multiple tribal programs within one tribe or among several tribes (tribal letters of support from all tribes are required- may be resolutions, or signed letters from partnering tribal Department managers);
- If the proposal builds or uses partnerships with institutions (e.g., academic), local communities, other land holders, or stakeholders that are non-tribal cooperators/partners, these partnerships should be identified.

Category 3. Travel Support – Resilience (maximum: \$15,000)

Category 3 awards are designed to provide access to training and technical workshops that help maintain or build adaptation knowledge and skills for resilience against impacts of extreme events and harmful environmental trends that impact tribal treaty and trust resources, economies, infrastructure, and human health and welfare. Tribal participation in training and technical workshops ensures tribal voices are included and other practitioners benefit from tribal participation in training, research, and cooperative implementation efforts. Awards support travel for tribal leaders and staff to attend training(s) or workshop(s) or to participate in cooperative resilience and adaptation efforts- including existing and relevant Fish and Wildlife Service resilience training, Landscape Conservation Cooperatives, DOI Climate Adaptation Science Centers and other Regional Science Centers (e.g., USGS Water Science Centers, Regional Integrated Science Assessments, USDA Climate Hubs), and other adaptation

management forums. Salary costs for training will not be funded. International travel will not be funded. The following criteria must be addressed within the proposal:

- Description of the specific workshops, technical sessions and cooperative entity meetings. Identify if the event is part of a series or development plan to ensure tribal adaptation capacity and expertise.
- Description of how the participant may share and use the knowledge gained with other tribal staff, tribal programs or with other tribes.
- Description of the participant's role in the tribal adaptation planning process. Examples: The participant is a member of the tribe's adaptation planning team. The participant is an elected tribal leader.
- Evidence as to whether or not the tribe has committed to developing a strategic adaptation plan.
- An optional travel proposal template is attached that includes each of these criteria (in lieu of a separate proposal).

Ocean and Coastal Management Planning (Categories 4-5)

Funding is available for tribal ocean and coastal management planning, capacity building, tribal travel support to participate in organizational meetings, working sessions or official meetings in support of collaborative planning efforts, or targeted pilot studies or projects.

Categories 5 and 6 funding is limited to coastal and Great Lakes coastal tribes. Ocean and coastal proposals may extend to tribal participation in Regional Planning Bodies and other cooperative ocean and coastal management planning, restoration planning, ecosystem assessments, vulnerability assessments, emergency management, and infrastructure planning related to ocean and coastal challenges¹.

Category 4. Ocean and Coastal Management Planning (maximum: \$150,000)

Category 4 awards are designed to assist tribes with ocean and coastal management planning; marine spatial planning; coastal adaptation and/or resilience analysis; and cooperative marine resource plans. Funding should build tribal capacity and can be used to assist with a tribe's efforts to restore and provide resilience of coastal resources; perform inventories or vulnerability assessments; identify monitoring protocols and critical indicator species; or implement a unique pilot study or project that would advance tribal resilience and/or adaptation or ocean and coastal management knowledge. Awards will not duplicate elements of the Great Lakes Restoration Initiative and cannot be used as matching funds.

Also included in this category is the possibility to address expansion, protect-in-place, and relocation options for tribes facing coastal erosion, flooding and permafrost degradation impacts: includes analysis, monitoring, planning, implementation of related actions identified in existing planning documents, and the design of expansion, protect-in-place or relocation options. Examples include relocation planning, development of emergency drills and exercises,

¹ "Ocean and coastal" as used is defined under 16 U.S.C. 1453.

development or increasing mobility of critical infrastructure, etc. (Does not include implementation activities.)

The following criteria must be addressed within the proposal:

- Description of the project design and implementation plan that includes:
 - o Geographic location to be covered by the plan or assessment.
 - o Treatment/subject area (for example, square miles, etc.).
 - o Planning strategy that includes objectives, milestones, expected outcome(s), and measurements of success.
 - o Project timeline.
 - o Maps:
 - For Vulnerability Assessments, and/or
 - When subject area includes more than one reservation.
 - Note: maps may be an approximation in the case that resource location is considered sensitive information.
 - o Benefits of the project.
- Explanation of how science and technical information will be developed or incorporated into the management planning and/or resilience analysis efforts and how these efforts will enable tribal program managers to prioritize and make progress on tribal goals and objectives.
- Clear description of the tribal capacity building features of the proposal such as training to be attended and technical support skills gained by tribal staff during the planning process. Note: Skills gained by contractors do not contribute to tribal capacity building.
- Identification of any follow-on planning or treatments not included in the proposal and description of how the plan/project will enable tribal program managers to prioritize or address those activities.
- Identification of all tribe(s) and tribal program(s) that will benefit. Proposals that serve multiple tribes or contribute to multiple tribal programs or communities within a tribe are strongest. Examples include:
 - o Cooperative planning efforts that cover multiple tribes (tribal resolutions from all tribes are required).
 - o Broad scope vulnerability assessments that support adaptation or ocean or coastal planning efforts for multiple tribal governments (tribal resolutions from all tribes are required).
 - o Vulnerability assessment for a single resource or risk, product serves multiple tribes (vulnerability assessment by a tribal consortium, for example, or an ecosystem-wide vulnerability assessment for natural resource that is or can be used by multiple tribes when addressing their ocean or coastal planning, or is the foundation of a program-wide training package for tribal program managers).
- If the proposal builds or uses partnerships with institutions (e.g., academic), local communities, other land holders, or stakeholders that are non-tribal cooperators/partners these partnerships should be identified.
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Category 5. Travel Support - Ocean & Coastal (maximum: \$15,000)

Category 5 awards are designed to support direct travel costs for tribal leaders or staff participation in, coordination, or training for interagency ocean and coastal spatial planning. Awards will not duplicate elements of the Great Lakes Restoration Initiative. This funding will provide travel support for tribal representatives to attend organizational meetings, working sessions, or official meetings in support of collaborative planning efforts, including meetings of Regional Planning Bodies. Salary costs for training will not be funded. International travel will not be funded. The following criteria must be addressed within the proposal:

- Identification of who (participant, tribe,) will participate in the Regional Planning Body (RPB) or other workshop or training.
- If the travel is for RPB meetings,
 - 1) a description of any previous attendance or leadership role the participant has had in past meetings of the RPB and
 - 2) identification of any leadership role the tribal participant holds in the RPB or if the tribal participant serves in a communication and issue coordination role on behalf of other tribes that cannot attend the meetings,
 - 3) identification of the RPB meeting(s) schedule or meeting schedule of non-RPB coordination, technical sessions or forums to be attended.
- A description of the workshop or training (if the travel is not part of a RPB).
- Description of how the travel funding supports tribal leader's or their designated alternate's ability to build or maintain tribal ocean and/or coastal planning capacity and expertise (include tribal leader's title or the official designation documentation for the designee).
- Description of any tribal ocean and/or coastal planning capacity and expertise, and a statement and any supporting documentation of whether or not the tribe is pursuing a stand-alone tribal ocean or coastal management plan and/or as part of a larger regional or sub-regional planning effort.
- Identification as to whether or not the tribe has treaty rights for the planning area.
- An optional travel proposal template is attached that includes each of these criteria (in lieu of a separate proposal).

Category 6. Capacity Building Support for Scoping Efforts (to Develop a Category 2 proposal in subsequent award cycles) (maximum: \$50,000)

Category 6 awards support tribes that have limited technical or staffing capacity to hire part time staff or consulting to develop a Category 2 proposal through support to perform risk scoping activities with the community to address extreme events and harmful environmental trends that impact tribal treaty and trust resources, economies, infrastructure, and human health and welfare. The effort would highlight risks and options that may support ways to begin to plan and build greater capacity for resilience. Proposals under this category will fund part-time staff to develop a general scoping needs assessment (or similar process) to identify Tribal vulnerabilities and adaptation planning needs. Proposals in this category should highlight how the tribe will coordinate tribal efforts to identify general resilience concerns regarding extreme events and

harmful environmental trends, prioritize strategic planning, vulnerability assessments, and / or staff travel support for training and coordinating with regional resilience efforts, and to gather data to support related grant writing for proposal and planning document development as next steps to resilience. Permissible activities include attending resilience and/or adaptation training and consulting with resilience experts (such as more experienced Tribes or through regional resilience networks). This category is not available to tribes that have received funding in FY 11-16 from the BIA Tribal Resilience Program (formerly known as Cooperative Landscape Conservation) other than travel funding. Proposals in this category disqualify a tribe from applying for other categories, except Category 3 or 5 for travel to compliment capacity building through training or participation in regional coordinating bodies.

The following criteria must be addressed within the proposal:

- The tribe's recognition of current risks and threats from extreme events and harmful environmental trends to tribal resources and values (economic, social, cultural, natural resources or other).
- Percent of FTE (full time equivalent) staff to be funded, timeline and work plan for identification of priority funding needs and next steps towards resilience to pursue.
- Any partners providing funds or in-kind services, with a letter of support or commitment from each partner.
- A narrative and spreadsheet for the requested BIA funds with a separate column for any leveraged funds or in-kind contribution, partner contributions, or other funding (including other Federal).
- The extent to which a project will result in appropriate scoping efforts that fit the tribe's needs and priorities for pursuing subsequent next steps to continue to build resilience.
- Work Plan for any tribal staff position funded by the proposal (assumed to be a part-time).

Scoring System for Categories 1 (Training) and 2 (Adaptation Planning and Data Development):

Standard 100 point scores for proposals that address review criteria.

- Project design and implementation: 0-60 points
- Budget: 0-30 points
- Builds tribal capacity to address future preparedness and adaptation management planning, data analysis, or implementation: 0-10 points

Supplemental points will be awarded to applications according to the following system:

- Proposals that serve multiple tribes or tribal programs/communities within a tribe: 0-15 points
- Leveraged funds (other federal, non-governmental organizations, or tribal sourced funds): 0-10 points
- For Category 2 points: Applicant was a Capacity Building Awardee in the 2016 award cycle: 5 points

Scoring System for Categories 3 (Travel: Planning) and 5 (Travel: Ocean and Coastal):

Standard 100 point scores for proposals that address review criteria. No international travel.

Supports tribal engagement in Regional Planning Bodies or cooperative ocean planning (for Category 5).

- Aligns with review criteria: 0-70 points
- Budget: 0-30 points

Supplemental points will be awarded to applicants according to the following system:

- Matching or leveraged funds: 0-10 points
- Participant is an elected leader or tribe's designated adaptation or sustainability coordinator: 0-5 points
- Tribe has committed to developing a strategic adaptation plan to address extreme events and harmful environmental trends: 0-5 points

Scoring System for Category 4 (Ocean and Coastal Management Planning)

Standard 100 point scoring for proposals for ocean and coastal management planning, vulnerability assessments, or monitoring that address the review criteria.

- Project design and implementation: 0-50 points
- Budget: 0-30 points
- Builds tribal capacity to address future ocean or coastal management planning, data analysis, or implementation: 0-20 points

Supplemental points will be awarded to applicants according to the following system:

- Proposals that serve multiple tribes or tribal programs/communities within a tribe: 0-20 points
- Leveraged funds (other federal, non-governmental organizations, tribal sourced): 0-10 points

Scoring System for Category 6 (Capacity Building):

Standard 100 point scores for proposals that address review criteria.

- Project design and implementation: 0-60 points
- Budget: 0-30 points
- Builds tribal capacity to develop a Category 2 proposal: 0-10 points

Supplemental points will be awarded to applications according to the following system:

- Leveraged funds (other federal, non-governmental organizations, or tribal sourced funds): 0-10 points

F. Transfer of Funding and Transfer of Funds

BIA's obligation under this solicitation is contingent on receipt of congressionally appropriated funds. No liability on the part of the U.S. Government for any payment may arise until funds are made available to the Grants Officer for this award until recipient receives notice of such availability, to be confirmed in writing by the Grants Officer. All payment under this agreement will be made by the U.S. Government by electronic funds transfer (through the Automated Standard Application for Payment (ASAP). All payments will be deposited in accordance with the banking information designated for the applicant in the System for Award Management (SAM).

G. Reporting Requirements for Award Recipients

Quarterly Reporting Requirements:

During the life of a project, deliverables will include quarterly project/technical progress updates, with a final written report addressing components outlined in the scope of work. Quarterly written progress and financial status reports are to be submitted to the BIA project monitor names in the award letter for the project. The quarterly reports are on a calendar basis with the first reporting quarter being that in which the project funds are transferred to the applicant. Reporting dates will be established by BIA's Grants Officer once the award has been made.

The quarterly status report can be a one-two page summary of events, accomplishments, problems and results during the quarter. The status report should also include a list in of expenditures during the quarter, how the funds were spent, and the amount remaining. Quarterly reports are done 30 days after the end of a project's quarter.

Final Reporting Requirements:

Delivery Schedules: The tribe will deliver all products and data generated under the project to BIA within 90 days after project completion, and may withhold sensitive information (e.g., proprietary tribal data or Traditional Knowledge) may be redacted at the tribal government's discretion because information in the possession of the BIA or submitted to the BIA throughout the process, including final work product, constitute government records and may be subject to the disclosure to third parties under the Freedom of Information Act (FOIA), 5 U.S.C. 552, and the Department of the Interior's FOIA regulations at 43 CFR part 2, unless a FOIA exemption or exception applies or other provisions of law protect the information.

Digital format requirements for Reports and Data: BIA requires that all deliverable products be in digital form. Reports can be provided in Microsoft Word or Adobe Acrobat PDF formats. Spreadsheet data can be provided in Microsoft Excel, Microsoft Access, or Adobe PDF formats. All vector figures should be converted to PDF format. Raster images can be provided in PDF, JPEG, TIFF, or any of the Windows metafile formats.

Number of Copies: The tribe's proposal should account for the requirement that all final products be delivered in the format described above, one digital copy.

H. Requests for Technical Information

If an applicant needs BIA's assistance with some aspect of the application process, and BIA's help would not create a conflict of interest, please pose this concern to BIA in writing. Submit requests to BIA will in advance of the deadlines established in the **DATES** section of this solicitation to allow BIA time to provide appropriate assistance. Applicants not seeking technical assistance should also submit their proposals as far as possible in advance of the deadline to allow BIA time to provide feedback concerning any possible deficiencies and allow for application revisions, if necessary.

**FY18 BIA Tribal Resilience Program Funding Request
Proposal Summary Cover Sheet**

Proposal Type (mark one):

- Category 1. Trainings and Workshops
- Category 2. Adaptation Planning
- Category 3. Travel Support for Adaptation Planning
- Category 4. Ocean and Coastal Management Planning
- Category 5. Travel Support - Ocean & Coastal
- Category 6. Capacity Building

Title:

(Include the tribe's name & the work product in the name: e.g. adaptation plan, capacity etc. If tribe submits more than one proposal in the same category use a number "Planning #1". Don't use BIA Tribal Resilience Program as part of the proposal title.)

Total Funding Requested from BIA \$ (Include approved indirect rate in the total. Do not include in-kind or matching funding. Round to the nearest dollar; do not include cents.):

Date of submission:

Full name of Indian Tribe and partners (List the proposing entity first, followed by partners):

Indian Tribes Proposed to be served:

Tribe's DUNS Number:

The Tribe is currently enrolled in SAM: Y / N

Lead Contact Information

Full Name:

Title:

Email:

Tribe or Org:

Address:

Phone:

City:

State:

Zip

